

OHSTT SOLID WASTE Board MEETING
Date: 05/28/2020Time:7:00 PM...Place: Zoom video conference

1. Call To Order

OLD BUSINESS

2. Vote on last meeting's minutes.
3. Discussion and vote to have the towns transfer the perc money to our accounts.

NEW BUSINESS

4. Open and review bids for the new compactors
5. Report from personnel committee.
6. Report on the facility renovations.
7. Facility manager's report.
8. Bookkeepers report
9. Sign the warrant
10. Vote on the signed warrant
11. Correspondence.
12. Any and all business to come before the board.
- 13.

Set date for next meetings : June 25, 2020 and July 24, 2020

ADJOURNMENT

Container # 1 Log

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2020

Container # 2 Log

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2020

Container # 3 Log

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Container # 4 Log

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Bookkeepers Report



Owls Head South Thomaston Thomaston Solid Waste Corporation

28 May 2020

5/07/20 – Paid BDN for advertising of Compact Bids authorized by Bruce Colson.

5/9/20 – Set up Online Banking.

Have not received new checks for accounts. Notified The First.

5/18/20 – Dropped of completed Credit Card Application at the facility for Walter Reitz to review and sign for the Bank.

5/21/20 – Picked up check from The First.

Upgraded QuickBooks and account info.

Received compactor bid from Atlantic Recycling Equipment, LLC

Respectfully submitted,

Heather-Rae Steeves
Recording Secretary

3:03 PM

05/25/20

Cash Basis

OHSTT Solid Waste Corp

Profit & Loss Budget vs. Actual

January through April 2020

	Jan - Apr 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Haulers				
Dodge	450.00	450.00	0.00	100.0%
Guite	450.00	450.00	0.00	100.0%
Pine Tree Waste	450.00	450.00	0.00	100.0%
R & D	0.00	450.00	-450.00	0.0%
Robinson	450.00	450.00	0.00	100.0%
Total Haulers	1,800.00	2,250.00	-450.00	80.0%
Off hours	791.64	2,950.00	-2,158.36	26.8%
Recycled Items				
Appliances	130.00			
Freon Items	140.00			
House Cleanout	250.00			
Metal salvage	983.95			
Tires	173.00			
TV & Monitors	930.00			
Recycled Items - Other	0.00	10,000.00	-10,000.00	0.0%
Total Recycled Items	2,606.95	10,000.00	-7,393.05	26.1%
Stickers				
2019-2020	2,100.00			
Stickers - Other	0.00	5,000.00	-5,000.00	0.0%
Total Stickers	2,100.00	5,000.00	-2,900.00	42.0%
Town of Owls Head	48,472.00	145,416.00	-96,944.00	33.3%
Town of South Thomaston	47,728.36	143,185.00	-95,456.64	33.3%
Town of Thomaston	85,207.00	255,621.00	-170,414.00	33.3%
Total Income	188,705.95	564,422.00	-375,716.05	33.4%
Gross Profit	188,705.95	564,422.00	-375,716.05	33.4%
Expense				
Advertising	0.00	400.00	-400.00	0.0%
Bank Service Charges	-115.50			
Capital Improvement Fund	0.00	4,500.00	-4,500.00	0.0%
Clothing	0.00	1,000.00	-1,000.00	0.0%
Contractural Services				
Thomaston Recycling				
Can Rental	1,120.00	3,500.00	-2,380.00	32.0%
Frozen loads	0.00	500.00	-500.00	0.0%
OCC	4,600.00	10,000.00	-5,400.00	46.0%
Over Weight Fees	135.00	4,500.00	-4,365.00	3.0%
Single Stream	3,353.66	15,000.00	-11,646.34	22.4%
Transfer station disposal	33,977.88	128,000.00	-94,022.12	26.5%
Total Thomaston Recycling	43,186.54	161,500.00	-118,313.46	26.7%
Total Contractural Services	43,186.54	161,500.00	-118,313.46	26.7%
Disposal and Recycling Services				
ecomaine	57,297.02	200,000.00	-142,702.98	28.6%
Recycling	311.11	2,500.00	-2,188.89	12.4%
ScaleFees	2,885.00	7,000.00	-4,115.00	41.2%
Tire Removal	0.00	500.00	-500.00	0.0%
Total Disposal and Recycling Services	60,493.13	210,000.00	-149,506.87	28.8%
Fuel	80.17	500.00	-419.83	16.0%
Insurance Expense				
General Liability	0.00	6,000.00	-6,000.00	0.0%
Workers Comp	1,749.70	7,000.00	-5,250.30	25.0%

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January through April 2020

	Jan - Apr 20	Budget	\$ Over Budget	% of Budget
Total Insurance Expense	1,749.70	13,000.00	-11,250.30	13.5%
Office Supplies				
Postage	141.80	300.00	-158.20	47.3%
Quickbooks payroll system	590.00	500.00	90.00	118.0%
Stickers	0.00	1,200.00	-1,200.00	0.0%
Supplies	217.59	1,700.00	-1,482.41	12.8%
Total Office Supplies	949.39	3,700.00	-2,750.61	25.7%
Payroll Expenses				
Bookkeeper	3,226.78	8,755.00	-5,528.22	36.9%
Operators	21,522.50	74,144.00	-52,621.50	29.0%
Site Manager	9,885.78	31,777.00	-21,891.22	31.1%
Payroll Expenses - Other	0.00	6,180.00	-6,180.00	0.0%
Total Payroll Expenses	34,635.06	120,856.00	-86,220.94	28.7%
Payroll Taxes				
Employee				
Medicare	502.20			
Social Security	2,147.37			
Employee - Other	0.00	8,000.00	-8,000.00	0.0%
Total Employee	2,649.57	8,000.00	-5,350.43	33.1%
Employer				
CSSF	20.78			
FUI	187.03			
ME-UC	311.71			
Employer - Other	0.00	1,000.00	-1,000.00	0.0%
Total Employer	519.52	1,000.00	-480.48	52.0%
Payroll Taxes - Other	51.55			
Total Payroll Taxes	3,220.64	9,000.00	-5,779.36	35.8%
Professional Fees				
Annual Report Filing Fee	0.00	35.00	-35.00	0.0%
Audit	0.00	3,300.00	-3,300.00	0.0%
Dues, Fees and Memberships	794.00	1,000.00	-206.00	79.4%
Legal	0.00	4,000.00	-4,000.00	0.0%
Total Professional Fees	794.00	8,335.00	-7,541.00	9.5%
Repair & Maintenance				
Building	152.62	2,000.00	-1,847.38	7.6%
Equipment	2,479.17	9,500.00	-7,020.83	26.1%
Grounds	235.00	2,200.00	-1,965.00	10.7%
Snow Removal	0.00	5,000.00	-5,000.00	0.0%
Repair & Maintenance - Other	353.89			
Total Repair & Maintenance	3,220.68	18,700.00	-15,479.32	17.2%
Training	0.00			
Utilities		400.00	-400.00	0.0%
Electricity				
Electricity new building	519.38			
Electricity old building	684.93			
Electricity shed	55.76			
Electricity - Other	0.00	5,000.00	-5,000.00	0.0%
Total Electricity	1,260.07	5,000.00	-3,739.93	25.2%
Internet	134.24	500.00	-365.76	26.8%
Septic disposal fee	1,100.00			

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OHSTT Solid Waste Corp
Profit & Loss Budget vs. Actual
 January through April 2020

	Jan - Apr 20	Budget	\$ Over Budget	% of Budget
Septic 1000 tank	750.00			
Septic 1500 tank	1,260.00			
Septic - Other	0.00	8,000.00	-8,000.00	0.0%
Total Septic	3,110.00	8,000.00	-4,890.00	38.9%
Telephone	163.47	1,000.00	-836.53	16.3%
Total Utilities	4,667.78	14,500.00	-9,832.22	32.2%
Total Expense	152,881.59	566,391.00	-413,509.41	27.0%
Net Ordinary Income	35,824.36	-1,969.00	37,793.36	-1,819.4%
Other Income/Expense				
Other Income				
Interest				
Contingency	25.79			
Operating	19.63			
Total Interest	45.42			
Total Other Income	45.42			
Net Other Income	45.42			
Net Income	35,869.78	-1,969.00	37,838.78	-1,821.7%



Solid Waste Corporation

**OHSTT Solid Waste Board of Directors
Via Zoom Online Conference
Approved Minutes
Thursday, May 28, 2020**

Present: Gordon Connell (ST), Ronnie Porter (T), Walter Reitz (ST), Gordon Page (OH), Reggie Vokes (Facility Manager)

Absent: Bruce Colson (OH), David Rudolph (T)

7:10 PM Meeting called to order.

Walter Reitz motioned to accept the minutes from April 23, 2020 as amended. Gordon Page seconded. All in favor.

Gordon Page motioned to authorize the Board Treasurer/Secretary to draft letters to formally request funds from each town with appropriate amounts for each town. Ron Porter seconded. All in favor.

One bid was received and opened from Atlantic Recycle Equipment for the compactors. A special meeting will be set up for the first week in June with Board members, Reggie Vokes (Facility Manager), and Representatives from CES and Atlantic Recycle Equipment present to discuss details regarding the bid.

The Board and Reggie Vokes (Facility Manager) discussed reopening with full staff. Gordon Page motioned to continue staffing as 2 on / 2 off weekly through June 26, 2020 and reevaluate at the June 25, 2020 meeting. Walter Reitz seconded. All in favor.

Reggie Vokes reported the following at the Facility:

April 30 – septic tanks pumped

Purchase of the mower/weed trimmer

Atlantic Recycle repair compactor #3 on May 11

Atlantic Recycle Equipment serviced Compactor #3 on May 15

The Board discussed misinformation to the media. Walter Reitz will contact Steve Betts regarding how to correct it.

Bookkeeper's Report was reviewed and discussed.

Gordon Page motioned to accept the signed warrant. Walter Reitz seconded. All in favor.

The Board discussed whether to meet or continue Zoom Conference meeting for the June meeting. The Board agreed to continue with Zoom Conference. Gordon Page requested for OHSTT Solid Waste Corp. to renew his Zoom subscription.

Owls Head, South Thomaston, and Thomaston



Solid Waste Corporation

Walter Reitz motioned to renew the monthly Zoom subscription and reimburse Gordon Page month to month. Ron Porter seconded. Gordon Connell voted for. Gordon Page abstained. Motion carries.

Gordon Page motioned to adjourn. Ron Porter seconded. All in favor.
8:29 PM Meeting adjourned.

Next meeting: June 25, 2020

Respectfully submitted,

Heather-Rae Steeves
Recording Secretary